


CCTO Glossary

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Topics

Navigation



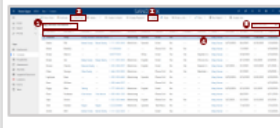
1. Navigation Tab

- Dashboard Tab:** Displays charts and graphs about contacts & assessments within the system.
- Contacts Tab:** Displays a list of [contacts](#) in the system and allows users to enter new contacts.
- Household Tab:** Displays a list of [households](#) in the system and allows users to enter new households.
- Assessments Tab:** Displays a list of [assessments](#) for contacts in the system.
- Activities Tab:** Displays a list of [activities](#) (which could include phone calls, texts, or emails) for contacts in the system.

2. Sandbox Banner: Displayed at the top of the screen to confirm you are in the practice, or Sandbox, system and can enter practice information. The live, or production, system is for real contact information only and will not display this banner.

3. Settings Gear: Contains a dropdown menu with Personalization Settings (where you can change your time zone and other default settings) and Advanced Settings, an area for administrators only.

Contacts Tab



1. My Active Contacts View: Default view that displays all of the active contacts assigned to the current user.


2. Deactivate Button: Deactivates (but does not delete) the selected contact profile. This will put the contact into an inactive status, removing it from the user's "My Active Contacts" view. Contacts should be deactivated after their monitoring period has ended.

3. Assign Button: Changes the owner of a contact to a different user or team. This will remove the contact from the first user's "My Active Contacts" view and place it in a different user's "My Active Contacts" view.

4. Columns: Categories of information about each entry that can be sorted or filtered by clicking each column (down arrow). These columns can be changed and customized by creating a custom view [view the link](#).

5. Search: Used to search within the current view by contact name, ID, address, etc.

Contact Profiles



1. Basic Info:

- ID:** Contact Number, a unique identifier automatically generated by the system.
- First Name:** First name of the contact. Required to create contact profile.
- Last Name:** Last name of the contact. Required to create contact profile.
- Date of Birth:** Contact's exact date of birth. If known. Required to select "NM" in the "Age Monitoring?" field, which triggers digital outreach.
- Is Minor:** Indicates if contact is under age 18.
- Household:** Used to link a contact with an [existing household](#).
- Household Relationship:** Used to indicate a contact's relationship to others in their household.
- Requires Proxy:** Indicates whether a contact completes their own assessments or requires a proxy (e.g., parent completing assessment for minor under 18).

2. Source Data Info:

- Ongoing Exposure:** Indicates if a contact's last date of exposure is ongoing (e.g., if contact lives with case patient).
- NO-COVID:** Identifies if a contact is a Source Patient. Prompt NO-COVID ID of case patient to whom contact was exposed.
- Last Date of Exposure to Source Patient:** Last date when contact was exposed to case patient.
- Source Patient Name:** Used only if NO-COVID ID is unavailable.
- Source Patient Relationship:** Used only if NO-COVID ID is unavailable.

Views



1. Views Dropdown: Displays a list of all views available to the current user. Views are options within a tab that change the way information is filtered or displayed. A view may add or remove filters on data (such as a filter for owner or status) or change the type or order of [columns](#) displayed.

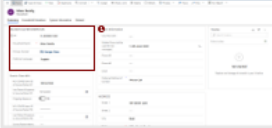
2. My Views: A list of views created by the user ("personal views") and views shared with the user by other users of CCTO.

3. System Views: A list of views automatically available to all users of CCTO.

4. My Inactive Contacts: A System View that displays a list of all contact profiles owned by the user that have been deactivated.

5. Create A View Button: Opens a system dialog that allows the user to create and share personal views [view the link](#).

Household Profiles



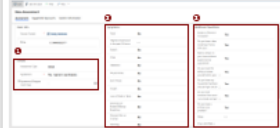
1. Household Information: A household is a joint profile that links a group of contacts to help streamline data entry and outreach.

- ID:** Household number, a unique identifier automatically generated by the system.
- Household Name:** An identifying group name used for the entire household.
- Primary Contact:** The main individual to whom the contact tracer should speak when contacting this group. This individual may have been designated to complete assessments on behalf of others.
- Preferred Language:** The primary language spoken by members of this household.

2. Household Members Page: Lists all contacts within a household.

- View Contact Button:** Create a new contact within the household using pre-populated information from the household profile.

Assessments

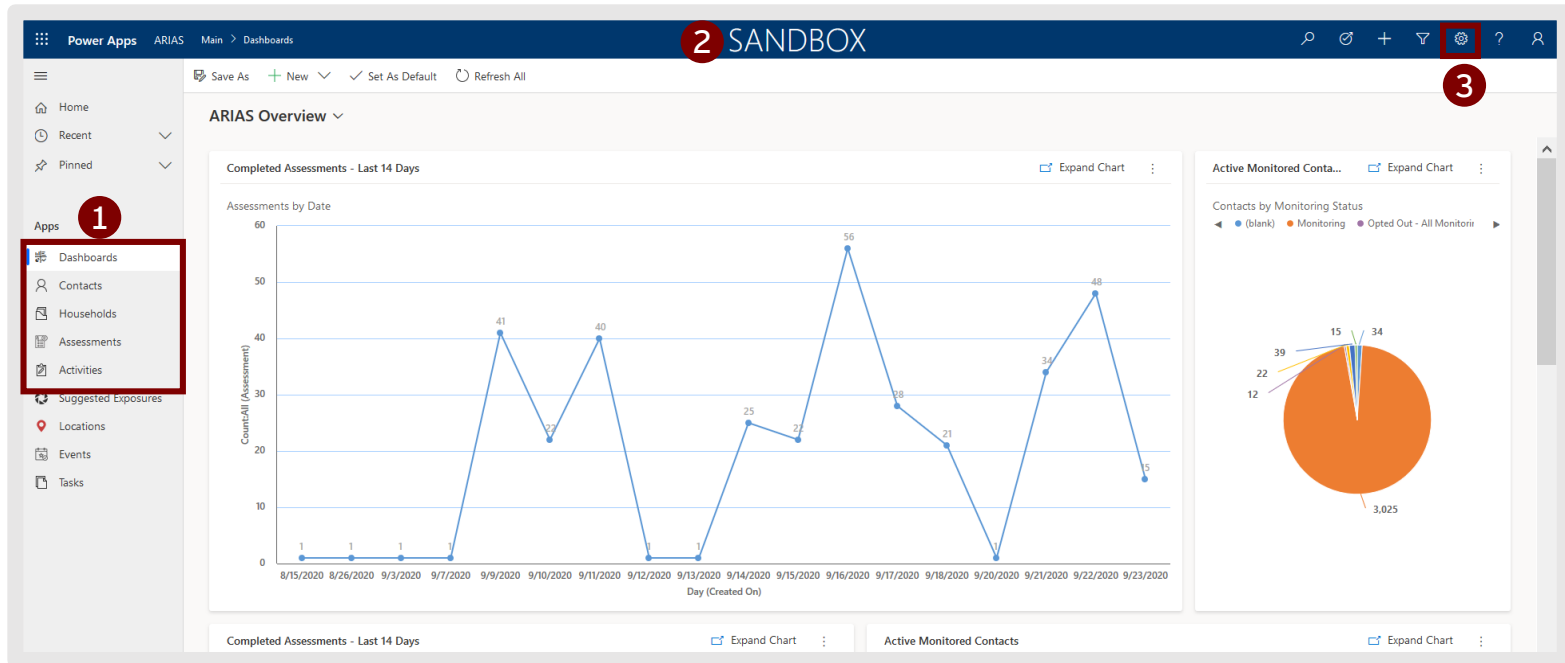


1. Details:

- Assessment Type:** Indicates if this is an initial or monitoring assessment.
- Agreement:** Indicates whether the contact has agreed to participate and is used to calculate "Last Assessment Date".
- Agreement Disagreement Date:** Locked field that automatically populates based upon the first date that "Agreement" field is required.

2. Symptoms: Corresponds with the symptom questions presented to contacts in digital assessments.

3. Additional Questions: Corresponds with the resource need questions presented to contacts in digital assessments.



1. Navigation Tabs

- **Dashboards Tab:** Displays charts and graphs about contacts & assessments within the system.
- **Contacts Tab:** Displays a [list](#) of [contacts](#) in the system and allows users to enter new contacts.
- **Households Tab:** Displays a list of [households](#) in the system and allows users to enter new households.
- **Assessments Tab:** Displays a list of [assessments](#) for contacts in the system.
- **Activities Tab:** Displays a list of [activities](#) (which could include phone calls, tasks, or emails) for contacts in the system.

2. **Sandbox Banner:** Displayed at the top of the screen to confirm you are in the practice, or Sandbox, system and can enter practice information. *The live, or production, system is for real contact information only and will not display this banner.*

3. **Settings Gear:** Contains a dropdown menu with *Personalization Settings* (where you can change your time zone and other default settings) and *Advanced Settings*, an area for administrators only.

CCTO Glossary

Contacts Tab

[Return to Table of Contents](#)



Power Apps ARIAS Main > Contacts SAND 3 X

1 My Active Contacts 2 Deactivate 3 Assign 5 Search this view

Last Name	First Name	Household	Household ...	Mobile Phone	Monitoring...	Preferred la...	Preferred ...	Is Minor	Is Student	School Na...	Owner	Last Assess...	Last Date o...	Monitoring...	Created On
✓ Andrews	Andy	Family Househ	Andrews Housi	---	Monitoring	Spanish	Email	Yes	---	---	Mary Moran	---	7/27/2020	7/28/2020	7/28/2020...
Banks	Phil	Banks Family	Banks Family	1-111-222-3333	Monitorin...	Spanish	Email	No	---	---	Mary Moran	8/19/2020...	8/5/2020	8/19/2020	7/24/2020...
Blank	Blankity	---	---	1112223333	---	---	Phone Call	No	No	---	Mary Moran	---	1/1/2020	---	9/18/2020...
Brady	Marcia	---	---	3337772222	---	Other	Email	Yes	Yes	Bayside Hi...	Mary Moran	---	9/18/2020	---	9/18/2020...
Brady	Jan	Brady Family	Brady Family	1-111-222-3333	Monitorin...	English	Email	Yes	Yes	Fillmore Ju...	Mary Moran	---	8/11/2020	9/5/2020	8/4/2020 ...
Brown	Charlie	Peanuts Family	---	1-222-555-6767	Monitorin...	English	Email	No	Yes	Peanuts U...	Mary Moran	9/2/2020 ...	9/1/2020	9/23/2020	9/1/2020 ...
Glass	George	Glass Family	---	1-444-333-5555	Monitorin...	---	Phone Call	No	Yes	Westdale ...	Mary Moran	---	9/7/2020	---	9/9/2020 ...
Lightyear	Buzz	---	---	1-222-333-4545	Monitoring	Spanish	Phone Call	No	---	---	Mary Moran	8/20/2020...	8/15/2020	8/29/2020	8/20/2020...
Penn	William	---	---	1-555-444-6767	---	---	Phone Call	No	---	---	Mary Moran	---	---	---	8/19/2020...
Piggy	Miss	Testing	---	1-777-555-4321	Monitorin...	English	Email	No	---	---	Mary Moran	8/20/2020...	8/13/2020	9/3/2020	8/20/2020...
Plum	Professor	Clue House	Clue House	1-555-000-1235	Monitoring	---	Phone Call	No	---	---	Mary Moran	---	8/9/2020	---	8/11/2020...
Says	Simon	---	---	1-222-333-4444	Monitoring	English	Phone Call	No	No	---	Mary Moran	9/2/2020 ...	9/1/2020	9/15/2020	9/2/2020 ...
Sink	Kitchen	Ripper	Ripper	12223334444	Monitorin...	Spanish	Text Mess...	No	---	---	Mary Moran	---	7/14/2020	---	7/16/2020...
Smith	Will	Banks Family	Banks Family	1-111-222-3333	---	---	Email	Yes	---	---	Mary Moran	---	---	---	7/23/2020...

1. **My Active Contacts View:** Default [view](#) that displays all of the active contacts assigned to the current user.
2. **Deactivate Button:** Deactivates (but does *not* delete) the selected contact profile. This will put this contact into an inactive status, removing it from the user's "My Active Contacts" view. Contacts should be deactivated after their monitoring period has ended.
3. **Assign Button:** Changes the owner of a contact to a different user or team. This will remove the contact from the first user's "My Active Contacts" view and place it in a different user's "My Active Contacts" view.
4. **Columns:** Categories of information about each entry that can be sorted or filtered by clicking each caret (down arrow). These columns can be changed and customized by creating a custom view [per the job aid](#).
5. **Search:** Used to search within the current [view](#) by contact name, C#, address, etc.



Charlie Brown
Contact · MDA Form

ARIAS Contact Assessments System Information Related

1 Basic Info

C# C-0000036323

First Name * **Charlie**

Last Name * **Brown**

Date of Birth (DOB) * 1/1/2000

Is Minor ☐ No

Household **Peanuts Family**

Household Relationship **Child under 13**

Requires Proxy ☒ Yes

2 Source Case Info

Ongoing Exposure ☒ Yes

NC-COVID Event ID of Source Patient #1 (Use the number) **101333888**

Last Date of Exposure to Source Patient #1 9/1/2020

NC-COVID Event ID of Source Patient #2 (Use the number) ---

Last Date of Exposure to Source Patient #2 ---

Source Patient Name ---

Source Patient Birthdate ---

3 Timeline / Activities

Timeline

Search timeline

Enter a note...

MM Note modified by Mary Moran
Contact Chronic Condition
Discussed with contact that he has chronic condition ABC resulting in X, Y, and Z... 9/2/2020 4:10 PM

MM Phone Call from Mary Moran
9/3 Test Referral Call
Closed 9/2/2020 4:22 PM

MM Email from Public Health Survey
Hello Charlie, This is the North Carolina Department of Health and Human Services. W...
Closed 9/2/2020 4:08 PM

MM Phone Call from Mary Moran
9/2 Initial Outreach
Closed 9/2/2020 4:07 PM

MM Task completed by Mary Moran
9/2 Follow-up Needed
Closed 9/2/2020 4:25 PM

1. Basic Info:

- **C#:** Contact Number, a unique identifier automatically generated by the system.
- **First Name:** First name of the contact. Required to create contact profile.
- **Last Name:** Last name of the contact. Required to create contact profile.
- **Date of Birth:** Contact's exact date of birth, if known. Required to select "Yes" in the "Begin Monitoring?" field, which triggers digital outreach.
- **Is Minor:** Indicates if contact is under age 18.
- **Household:** Used to link a contact with an existing [household](#).
- **Household Relationship:** Used to indicate a contact's relationship to others in their household.
- **Requires Proxy:** Indicates whether a contact completes their own assessments or requires a proxy (e.g., parent completing assessment for minor under 13).

2. Source Case Info:

- **Ongoing Exposure:** Indicates if a contact's last date of exposure is ongoing (e.g., if contact lives with case patient).
- **NC-COVID Event ID of Source Patient:** 9-digit NC-COVID ID of case patient to whom contact was exposed.
- **Last Date of Exposure to Source Patient:** Last date when contact was exposed to case patient.
- **Source Patient Name:** Used only if NC-COVID Event ID is unavailable.
- **Source Patient Birthdate:** Used only if NC-COVID Event ID is unavailable.

3. **Timeline/Activities:** Used to schedule and record monitoring, outreach, and reference information [per the job aid](#).

- **Phone Call:** Item that logs or schedules attempted or completed phone calls.
- **Task:** Item that logs or schedules all other monitoring activities, such as field visits, review of digital assessments, or planned escalations.
- **Note:** Item that records reference information, such as chronic conditions.

CB Charlie Brown
Contact · MDA Form

ARIAS Contact Assessments System Information Related

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Contact Information

Country Code ---

Mobile Phone (will be used for text messages) 1-222-555-6767

Phone #2 ---

Phone #3 ---

Email * testingforarias12@gmail.com

Preferred Method of Contact Email

Address

Address Line 1 444 Peanuts Lane

Address Line 2 ---

City Duck

State * NC - North Carolina

Postal Code 27949

Source Patient Birthdate ---

5

Monitoring Details

Begin Monitoring? Yes

Monitoring Status Monitoring

Monitoring End Date 9/23/2020

Monitoring Age 5

Begin Monitoring Date 9/23/2020

Last Assessment Date 9/2/2020 4:09 PM

Final Monitoring Outcome ---

Testing Details

Referred to Test? Yes

Referred to Test Date 9/3/2020

Activities

- Email from Public Health Survey
Hello Charlie, This is the North Carolina Department of Health and Human Services. W...
Closed 9/2/2020 4:08 PM
- Phone Call from Mary Moran
9/2 Initial Outreach
Closed 9/2/2020 4:07 PM
- Task completed by Mary Moran
9/2 Follow-up Needed
Closed 9/2/2020 4:25 PM

4. **Contact Information:**

- **Country Code:** Indicates if contact has a non-US country code. Not usually needed.
- **Mobile Phone:** Contact's **primary phone number**, even if this is not their mobile number. Automated texts will always be sent to this number.
- **Phone #2, #3:** Contact's secondary phone numbers, such as work or landlines.
- **Email:** Contact's email address.
- **Preferred Method of Contact:** Determines how contact will be reached or how automatic digital outreach will be sent.

5. **Monitoring Details:** Used after contact entry when monitoring begins.

- **Begin Monitoring?:** Turns on automatic digital (text or email) outreach when set to "Yes" (if "Monitoring Status" is set to "Monitoring").
- **Monitoring Status:** Indicates if contact is being monitored, has opted out, or has concluded or paused monitoring.
- **Monitoring End Date:** Manual field to input date to conclude monitoring for contact tracer's reference.
- **Monitoring Age:** Locked field that automatically calculates days since "Begin Monitoring?" was set to "Yes."
- **Begin Monitoring Date:** Locked field that automatically calculates the date "Begin Monitoring?" was set to "Yes."

- **Last Assessment Date:** Locked field that automatically calculates the date of the last submitted [assessment](#) in which the “Agreement” field was completed.
- **Final Monitoring Outcome:** Indicates a contact’s status at the conclusion of monitoring. See [job aid for an explanation of outcomes and when they are used](#).

Charlie Brown
Contact · MDA Form ▾

ARIAS Contact Assessments System Information Related

6

Address

Address Line 1	444 Peanuts Lane
Address Line 2	---
City	Duck
State	* NC - North Carolina
Postal Code	27949
County	* Dare

7

Testing Details

Referred to Test?	Yes
Referred to Test Date	9/3/2020
Tested?	Yes
Test Date	9/5/2020
COVID-19 Test Result	Positive

Personal Info

Employer	Peanuts R Us
Job Title	Good Man
Date of Birth (DOB)	* 1/1/2000
Is Minor	<input type="radio"/> No
Preferred language	* English
Other Preferred Language	---

Last Assessment Date 9/2/2020 4:09 PM

Final Monitoring Outcome ---

Resource Details

Referred to Resource?	<input checked="" type="checkbox"/> Yes
Date of Referral	9/3/2020
Where referred?	Other
Referral Accessed?	No

6. Address:

- **Address Line 1, 2:** Contact’s street address.
- **City:** City of contact.
- **State:** State of contact. Required to create contact profile.
- **Postal Code:** Postal code of contact.
- **County:** County of contact. Required to create contact profile if the contact resides in NC. *Use county of case if not known.*

7. Testing Details:

- **Referred to Test?:** Indicates if contact has been referred to testing.
- **Referred to Test Date:** Manual field to indicate date of contact’s test referral.
- **Tested?:** Indicates if contact has confirmed to have been tested.
- **Test Date:** Manual field to indicate date of contact’s test.
- **COVID-19 Test Result:** Indicates outcome of contact’s test.

Charlie Brown
Contact · MDA Form ▾

ARIAS Contact Assessments System Information Related

8

Personal Info

Employer	Peanuts R Us
Job Title	Good Man
Preferred language	* English
Other Preferred Language	---

8. Personal Info

- **Employer:** Contact's employer. Do not use for school information.
- **Job Title:** Contact's job title.
- **Preferred Language:** Contact's primary language. Determines if automatic outreach is sent in English or Spanish.
- **Other Preferred Language:** Used to type the name of contact's primary language only if "Other" is selected in "Preferred Language."

The screenshot shows the ARIAS Contact form for a contact named Charlie Brown. The form is divided into two main sections, each highlighted with a red box and a circled number. Section 9, 'Demographic Info', includes fields for 'Is Student' (checked), 'School Name' (Peanuts University), 'Calculated Age' (20), 'Manual Age (if DOB is not available)' (---), 'Gender' (Male), 'Race' (White), and 'Ethnicity' (Not Hispanic or Latino). Section 10, 'For Public Health Use Only', includes fields for 'Contact or Case Patient' (Contact who became a case) and 'NC-COVID Event ID of Case (Use the number portion of ...)' (101111555).

Charlie Brown	
Contact - MDA Form	
ARIAS Contact Assessments System Information Related	
Demographic Info	
Is Student	<input checked="" type="checkbox"/> Yes
School Name	Peanuts University
Calculated Age	20
Manual Age (if DOB is not available)	---
Gender	Male
Race	White
Ethnicity	Not Hispanic or Latino
For Public Health Use Only	
Contact or Case Patient	Contact who became a case
NC-COVID Event ID of Case (Use the number portion of ...)	101111555

9. Demographic Info:

- **Is Student:** Indicates if contact is a student.
- **School Name:** Contact's school (*or pre-school, daycare, etc. if permitted by local protocol*). Appears if "Is Student" is turned on.
- **Calculated Age:** Locked field that automatically calculates contact's age based on "Date of Birth."
- **Manual Age:** Manual field to input contact's age if DOB is not available.
- **Gender:** Contact's gender.
- **Race:** Contact's race.
- **Ethnicity:** Contact's ethnicity.

10. For Public Health Use Only:

- **Contact or Case Patient:** Indicates if the individual is a contact, if the individual is a case patient being monitored within CCTO, or if the individual was entered as a contact but became a case patient.
- **NC-COVID Event ID of Case:** Used for the individual's own NC-COVID Event ID if they are (or become) a case.

11

Charlie Brown
Contact · MDA Form

ARIAS Contact **Assessments** System Information Related

View records below

+ New Assessment Refresh Run Report

Source Contact	Date	Created On	Local Health...	Assessment...	Agreement	When did your symptoms start?	Vomiting	Cough	Muscle Ac...	Chills	Diarrhea	Fever	Headach
Charlie Brown	9/2/2020	9/2/2020 4:08 PM	Dare	Monitoring	Yes, I agree to ...	9/3/2020	No	No	No	No	No	No	No
Charlie Brown	9/2/2020	9/2/2020 4:07 PM	Dare	Initial	Yes, I agree to ...	---	No	No	No	No	No	No	No

11. Assessments Page: Displays all [assessments](#) (ongoing surveys of changes in symptom and resource needs) for this contact.

- **+New Assessment Button:** Creates a new [manual assessment](#) for the contact in which results are recorded by the tracer over the phone.

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Charlie Brown
Contact · MDA Form

ARIAS Contact Assessments **System Information** Related

Local Health District Information

County (Text) Dare

Region 9

Local Health Department Dare

State/Province NC

Modified

Modified On 9/23/2020 12:32 PM

Modified By Mary Moran

Created On 9/1/2020 11:44 AM

Created By Mary Moran

Owner * Mary Moran

Reassignment Date ---

Status

Status * Active

Status Reason Active

System First Outreach Date 9/2/2020 8:07 PM

System First Outreach Method Phone Call

Manual First Outreach Date ---

Manual First Outreach Method ---

12. System Information Page: Displays information about the contact profile that has been automatically recorded by the system for your reference.

- **System First Outreach Date, Method:** Locked fields that automatically calculate based on the first completed outreach attempt (phone call, text message, or email) in Timeline/Activities.
- **Manual First Outreach Date, Method:** Manual fields that can be used to record the date and method of first outreach attempt for organizations in which this is required. Not generally used.



Household	Mobile Phone	Monitoring	Preferred Language	Preferred Contact Method	Is Minor	Is Student	School Name	Owner
Household Andrews House	---	Monitoring	Spanish	Email	Yes	---	---	Mary Moran
Family Banks Family	1-111-222-3333	Monitoring	Spanish	Email	No	---	---	Mary Moran
---	1112223333	---	---	Phone Call	No	No	---	Mary Moran
---	3337772222	---	Other	Email	Yes	Yes	Bayside Hi...	Mary Moran
Family Brady Family	1-111-222-3333	Monitoring	English	Email	Yes	Yes	Fillmore Ju...	Mary Moran
s Family	1-222-555-6767	Monitoring	English	Email	No	Yes	Peanuts U...	Mary Moran
family	1-444-333-5555	Monitoring	---	Phone Call	No	Yes	Westdale ...	Mary Moran
---	1-222-333-4545	Monitoring	Spanish	Phone Call	No	---	---	Mary Moran
---	1-555-444-6767	---	---	Phone Call	No	---	---	Mary Moran
---	1-777-555-4321	Monitoring	English	Email	No	---	---	Mary Moran
house Clue House	1-555-000-1235	Monitoring	---	Phone Call	No	---	---	Mary Moran
---	1-222-333-4444	Monitoring	English	Phone Call	No	No	---	Mary Moran

A **view**, such as “My Active Contacts” on the Contacts Tab, is a way of looking at the set of data displayed within each tab. Views use **filters** to limit the entries displayed and **columns** to change the information displayed about those entries. Views can be developed or shared by others, and you can also develop and save your own views.

- Views Dropdown:** Displays a list of all views available to the current user. Views are options within a tab that change the way information is filtered or displayed. A view may add or remove filters on data (such as a filter for owner or county) or change the type or order of [columns](#) displayed.
- My Views:** A list of views created by the user (“personal views”) and views shared with the user by other users of CCTO.
- System Views:** A list of views automatically available to all users of CCTO.
- My Inactive Contacts:** A System View that displays a list of all contact profiles owned by the user that have been deactivated.
- Create A View Button:** Opens a system dialogue that allows the user to create and share personal views [per the job aid](#).



Save Save & Close + New Deactivate Connect Assign Email a Link Delete Refresh Process Share Flow Run Report

Glass Family
Household

Summary Household Members System Information Related

HOUSEHOLD INFORMATION

H# H-0000001200

Household Name **Glass Family**

Primary Contact **George Glass**

Preferred Language **English**

1 Contact Information

Country Code ---

Mobile Phone (will be used for text messages) **1-555-444-3333**

Phone #2 ---

Phone #3 ---

Email ---

Preferred Method of Contact **Phone Call**

ADDRESS

Street 1 **124 Street Lane**

Street 2 ---

City **Duck**

Source Case Info

NC-COVID Event ID of Source Patient #1 **101222333**

Last Date of Exposure to Source Patient #1 9/13/2020

Ongoing Exposure ☐ No

NC-COVID Event ID of Source Patient #2 ---

Last Date of Exposure to Source Patient #2 ---

Source Patient Name ---

Timeline

Search timeline

Enter a note...

Get started

Capture and manage all records in your timeline.

1. **Household Information:** A household is a joint profile that links a group of contacts to help streamline data entry and outreach.

- **H#:** Household number, a unique identifier automatically generated by the system.
- **Household Name:** An identifying group name used for the entire household.
- **Primary Contact:** The main individual to whom the contact tracer should speak when contacting this group. This individual may have been designated to complete assessments on behalf of others.
- **Preferred Language:** The primary language spoken by members of this household.

Glass Family
Household

Summary **Household Members** System Information Related

2 + New Contact Refresh Run Report

✓ Last Name ↑	First Name ↓	Household ↓	Mobile Phone ↓	Monitoring Status ↓	Preferred la... ↓	Preferred Method of Contact ↓	Is Minor ↓	Is Student ↓	School Na... ↓	Owner ↓	Last Assessment Date ↓	Last Date o... ↓	Mc
Glass	George	Glass Family	1-444-333-5555	Monitoring Paused	English	Phone Call	No	Yes	Westdale ...	Mary Moran	---	9/7/2020	---
Glass	Georgette	Glass Family	1-555-444-3333	Monitoring Paused	English	Phone Call	No	No	---	Mary Moran	---	9/13/2020	---

2. **Household Members Page:** Lists all contacts within a household.

- **+New Contact Button:** Creates a new contact within the household using pre-populated information from the household profile.



Save Save & Close New Flow

New Assessment

Assessment Suggested Exposures System Information

Basic Info

Source Contact * **Andy Andrews**

C# C-0000033377

Details

Assessment Type **Initial**

Agreement * **Yes, I agree to participate.**

Agreement/Disagreement Date ---

Symptoms

Fever	No
Highest temperature in the past 24 hours	---
Sweats	No
Chills	No
Headache	No
Muscle Aches	No
Sore Throat	No
Cough	No
Loss of Smell or Taste	No
Shortness of Breath/Difficulty Breathing	No
Stomach Pain or Cramps	No
Vomiting	No

Additional Questions

Access to Phone or Computer?	Yes
Do you have a face covering at home with you?	Yes
Able to remain in your home without guests during quarantine?	Yes
Do you have the ability to isolate yourself within your ...	Yes
Do you have any household members that are high risk for ...	Yes
Do you have someone that could run errands and get ...	Yes
Do you have a primary care provider?	Yes
Other	---
If you identified a	

An **assessment** is an ongoing survey of changes in symptoms and resource needs. These could be completed by the contact in a **digital assessment** (*delivered to a contact via text or email*) or recorded by the tracer in a **manual assessment** (*completed by the tracer while speaking to the contact on the phone*).

1. Details:

- **Assessment Type:** Indicates if this is an initial or monitoring assessment.
- **Agreement:** Indicates whether the contact has agreed to participate and is used to calculate "Last Assessment Date."
- **Agreement/Disagreement Date:** Locked field that automatically populates based upon the first date that "Agreement" field is populated.

2. Symptoms:

Corresponds with the symptom questions presented to contacts in digital assessments.

3. Additional Questions:

Corresponds with the resource need questions presented to contacts in digital assessments.